

CSC Adopted: October 2001 , CSC Revised: \_\_\_\_\_**Class Title: Waterworks Operator III****BRIEF DESCRIPTION OF THE CLASSIFICATION:**

Performs activities associated with operating a water treatment plant. Maintains and operates equipment to filter and maintain water pressure. Performs various tests to ensure the safety of water.

**ESSENTIAL FUNCTIONS:**

*This information is intended to be descriptive of the key responsibilities of the classification. The following examples do not identify all duties performed by any single incumbent. Specific requirements of individual positions are described in the Job Description.*

Physical Strength Code		ESSENTIAL FUNCTIONS
1	L	Assists with operating the plant by conducting various chemical tests and making adjustments, performing maintenance on plant and equipment, maintains log and equipment records, monitoring personnel entering or leaving the plant, and resolving problems.
2	L	Monitors filtration by adjusting filters to match water coming into the plant, monitoring for turbidity and head loss, and running them through a cleaning process.
3	L	Monitors water pressure by adjusting pumps to keep pressure within specifications while maintaining the proper levels in tanks.

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CLASS REQUIREMENTS	
Formal Education / Knowledge	Work requires knowledge of a specific vocational, administrative, or technical nature which may be obtained with a two year associate's degree, diploma or equivalent from a college, technical, business, vocational, or correspondence school. Appropriate certification may be awarded upon satisfactory completion of advanced study or training.
Experience	Four years experience and a Class II Operators License.
Certifications and Other Requirements	Class II State Water License
Reading	Work requires the ability to read instructional materials, reports, technical manuals, operational manuals for equipment, graphs, standard operating procedures, AWWA training manuals, State and Federal regulations, general correspondences and memorandums.
Math	Work requires the ability to perform general math calculations such as addition, subtraction, multiplication and division.
Writing	Work requires the ability to write log reports, work orders, general correspondences and memorandums including emails, training lectures.
Managerial	N/A
Budget Responsibility	N/A
Supervisory / Organizational Control	Work requires functioning as a lead worker performing essentially the same work as those directed, and includes overseeing work quality, training, instructing, and scheduling work.
Complexity	Work requires analysis and judgment in accomplishing diversified duties. Work requires the exercise of independent thinking within the limits of policies, standards, and precedents.
Interpersonal / Human Relations Skills	Contacts others within the organization. These contacts may involve similar work units or departments within the City which may be involved in decision making or providing approval or decision making authority for purchases. Vendors and suppliers may also be called upon for information on purchases, supplies or products. Meetings and discussions may be conducted with customers, brokers and sales representatives.

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Sedentary	Light X	Medium	Heavy	Very Heavy
S = Sedentary Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time	L = Light Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	M = Medium Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	H = Heavy Exerting 50-100 lbs. occasionally, 25-50 lbs. frequently, or up to 10-20 lbs. constantly.	VH = Very Heavy Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

**PHYSICAL DEMANDS:**

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
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*This is a description of the way the job is currently performed; it does not address the potential for accommodation.*

PHYSICAL DEMANDS	FREQUENCY CODE	DESCRIPTION
Standing	F	Operation of equipment, recording readings, monitoring, inspections
Sitting	F	Monitoring instruments, gages, and maintaining records
Walking	F	Transiting from building to building, making rounds
Lifting	O	Oil buckets, pails, and chemical bags, boxes, materials for operation
Carrying	O	Liquids and other materials to maintain equipment
Pushing/Pulling	F	Valves, chains, reach rod to align configurations
Reaching	F	Opening/closing valves, switches to align configurations
Handling	F	Oil buckets, pails, and chemical bags, boxes, materials for operation
Fine Dexterity	O	Configuring for operations of equipment
Kneeling	F	Opening and closing valves for operation
Crouching	O	Changing valves for proper configurations
Crawling	O	Changing necessary valves for operation
Bending	F	Changing operational requirements
Twisting	F	Opening and close necessary valves for operation
Climbing	F	Opening and close necessary valves for proper alignment of systems
Balancing	O	Opening and close valves for proper configuration of piping systems
Vision	C	Computer, desk work, reading, writing, monitoring gages, thermometers, and other instrumentation
Hearing	C	Co-workers, supervisor, detecting an abnormal operating condition, equipment noises
Talking	F	Co-workers, supervisor
Foot Controls	O	Opening and close foot valves
Other (specify)	N	

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Pumps, motors, compressors, generators, storage tanks, switchboards, gages, switches, valves, instruments, piping, computer, 37th Hansen 7.5, log book, 37th ST, disinfections, printers

**ENVIRONMENTAL FACTORS:**

D = Daily	W = Several Times Per Week	M = Several Times Per Month	S = Seasonally	N = Never
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HEALTH AND SAFETY		ENVIRONMENTAL FACTORS	
Mechanical Hazards	D	Dirt and Dust	D
Chemical Hazards	D	Extreme Temperatures	S
Electrical Hazards	D	Noise and Vibration	D
Fire Hazards	D	Fumes and Odors	D
Explosives	N	Wetness/Humidity	D
Communicable Diseases	N	Darkness or Poor Lighting	D
Physical Danger or Abuse	N		
Other (see 1 below)	N		

PRIMARY WORK LOCATION	
Office Environment	X
Warehouse	--
Shop	X
Vehicle	--
Outdoors	X
Other (see 2 below)	--

(1)

(2)

**PROTECTIVE EQUIPMENT REQUIRED:**

Goggles, face shield, respirators, hard hats, gloves, safety glasses, rubber aprons

**NON-PHYSICAL DEMANDS:**

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NON-PHYSICAL DEMANDS	
Time Pressures	O
Emergency Situations	O
Frequent Change of Tasks	F
Irregular Work Schedule/Overtime	O
Performing Multiple Tasks Simultaneously	F
Working Closely with Others as Part of a Team	O
Tedious or Exacting Work	F
Noisy/Distracting Environment	O
Other (see 3 below)	N

(3)